

The Cannon Falls City Council met in a regular session on Thursday, November 8, 2012, at 6:30 p.m. in the City Council Chambers. Present were Mayor Robby Robinson and Council Members Bill Duncan, Phil Hammes, Rodney Holst, Merlyce Johnson, Morris Mattson, and LeRoy McCusker. Also present were Aaron Reeves, City Administrator; Lanell Endres, Assistant City Administrator; Greg Anderson, City Engineer; Tom Bergeson, Public Works Director; Justin Padgett, Library Director; Dave Maroney, Community Development Director; Brenda Voshalike, Ambulance Director; and Jeffrey McCormick, Chief of Police.

Call to Order Mayor Robinson called the City Council Meeting to order at 6:30 p.m.

Pledge of Allegiance Mayor Robinson led in the recitation of the Pledge of Allegiance.

Approval of Amended Agenda Council Member Johnson moved, seconded by Council Member Duncan to approve the amended agenda as presented. All members present voted aye. The motion was declared passed.

Public Input There was no public input.

Public Hearing - Resolution 1987, Certifying Unpaid Utility Charges to be Collected with Taxes Lanell Endres, Assistant City Administrator, reviewed a listing of properties with unpaid utility charges indicating they would be certified to the 2013 property taxes

Mayor Robinson opened the Public Hearing. No one was present who wished to speak with regard to the unpaid utility charges. Mayor Robinson closed the Public Hearing.

Council Member Johnson moved, seconded by Council Member Duncan, to approve Resolution 1987, certifying unpaid utility charges to be collected with taxes. All members present voted aye. The motion was declared passed.

Public Hearing - Resolution 1988, Ordering Improvements and Preparation of Plans for East Side Project I City Engineer Greg Anderson presented the feasibility report for the East Side Improvement Project. Mr. Anderson reviewed the City's Capital Improvement Plan from 2009. This plan identified 6 major reconstruction projects. West Side Project I was completed in 2012. East Side Project I is identified for construction for 2013. After meeting with Public Works, the East Side Project I was adjusted to include an area north of Minnesota Street and 4 blocks south of Hwy. 19 including Oak, Vine, and Hoffman Streets. Phase 2 of the East Side Project, scheduled for 2017, included Minnesota Street from the school beyond Bridge Street and then the blocks of Cedar, Grove, and Almond from Minnesota Street out to Hwy. 19.

Mr. Anderson reviewed current street and infrastructure conditions and planned improvements. Improvements would consist of new

curb and gutter, pavement, minor storm sewer improvements, and water main and sanitary sewer replacement where needed. No new sidewalks were planned.

Mr. Anderson reported that the estimated cost of East Side Project I is \$2,975,000. According to current policy, the City would assess 20% of the project cost back to the benefiting properties, totaling approximately 104 parcels. Assessments would be based on a unit or per-lot basis and would be calculated according to the improvements needed. Properties in the area requiring full reconstruction of sewer, water, streets, and storm sewer would be assessed an estimated amount of \$6396 per unit. Assessment for 3 blocks of Cedar, Water, and Bridge Streets would be estimated at \$5061 per unit. An 8-parcel area of Water Street requiring minimal improvements would be assessed an estimated amount of \$625 per parcel. Total estimated assessments would be \$595,000, which leaves the City's share of the project cost at \$2,380,000.

The proposed project schedule was reviewed. Mr. Anderson reported that, should the council decide to proceed, the planning process would take place through early January. The plans would be brought back to the council for approval to advertise for construction bids in February. Bids would be reviewed in early March, with construction, if approved, scheduled to begin in late March to early May, depending on weather conditions.

Council discussion included questions regarding parking on Hoffman Street (Mr. Anderson said this could be evaluated, stating that a 26-foot street width is still fairly wide); whether future development north of the school had been taken into consideration (Mr. Anderson stated that infrastructure improvements could be extended in the future); problems with sewer and water utilities (Mr. Anderson reported that Public Works has identified several blocks with significant issues. Public Works Director Bergeson concurred, estimating half of the project area with water main issues and a quarter of the properties affected by sewer concerns); and problems with sewer lines backing up during system flushings in the area (Mr. Bergeson stated that there have been some issues but Public Works had been trying to be proactive in addressing these).

Mayor Robinson opened the Public Hearing. The following persons spoke with regard to the proposed improvement project:

<u>Name of Speaker</u>	<u>Comments</u>
Tim Coss	Stated he owns a house on the west end of

Water Street and asked about the project area. Mr. Anderson clarified that some areas were in need of street improvements while other areas need primarily infrastructure improvements.

Tom Schrammske Expressed a number of concerns-he requested clarification regarding assessments. It was clarified that assessments would be allocated per existing lot according to Goodhue County records. He also asked about services to empty lots, street widening, retaining walls, and loss of boulevard trees. Mr. Anderson and Mr. Reeves stated that design work would answer some of those questions but indicated that the goal was to minimize impact to yards and landscaping by keeping the work within the right-of-way whenever possible. New trees would be planted to replace any trees that needed to be removed.

Larry Dammer Asked about properties that had already been assessed on earlier street improvements. He also asked why the worst street in the neighborhood, that being Minnesota Street, was not included in the current project. Mayor Robinson indicated that projects were scheduled according to infrastructure ratings, with highest priority allocated to areas with the most need. Mr. Dammer asked about irrigation systems. Mr. Anderson indicated that the City was not responsible for sprinkler systems or invisible fencing located in the right-of-way, however, the City would work with homeowners to minimize impacts. Mr. Anderson also clarified that the cost of installing temporary water lines and later reconnection were built into the project. Mr. Reeves explained that the City attempted to minimize individual property owner impact by assessing only the minimum amount of 20% and funding the remainder as part of its long-term financial plan.

Jane Duffy Asked about the rock in the area and the plan for managing this. Mr. Anderson replied that if blasting was required homeowners would be

notified in advance. Provisions for this would be written into construction contracts. He added that once construction bids were awarded, the bid cost was used to calculate the per-lot assessment and if additional costs were incurred, these became the responsibility of the City.

Greg Miller Stated that he had already been assessed for sewer and water improvements on his corner lot during an earlier project. He also asked about straightening out Oak Street. City staff indicated that they will research the question about prior assessments. Mr. Anderson stated that ideally Oak Street will be realigned if possible.

There being no further comments, the hearing was duly closed.

Council Member Hammes asked about additional debt related to the project. Mr. Reeves replied that this project had been factored into the current financial management plan.

Council Member Hammes then asked about the timetable for future construction projects. Mr. Reeves stated that the projects with the highest priority were being completed first. The schedule could be adjusted, based on economic conditions at that time. Mr. Hammes recommended lengthening the timetable for future projects until the City was able to carry increased debt without raising tax levies.

Council Member Mattson asked about the City's current favorable financial rating and how that might be impacted. Mr. Reeves stated that ratings were based on current conditions as well as future plans. Mr. Reeves added that individual projects would need to be evaluated with regard to financial feasibility.

With no further discussion, Council Member Johnson moved, seconded by Council Member Duncan, to approve Resolution 1988, ordering improvements and preparation of plans for East Side Project 1. All members present voted aye. The motion was declared passed.

Property Clean-up was approval of Resolution 1989, which will add cleanup costs to be collected with taxes.

Mayor Robinson then opened the Public Hearing. With no one present who wished to speak regarding the proposed assessments, the hearing was duly closed.

Council Member Johnson moved, seconded by Council Member Duncan, to approve Resolution 1989, adopting assessments for property clean-up. All members present voted aye. The motion was declared passed.

Consent Agenda A. Just and Correct Claims—Accounting Period Ending November 2, 2012
B. Meeting Minutes for October 16, 2012 City Council Meeting
C. Library Book Shelves
D. Purchase of Playground Structure
E. Application for Payment No. 3 for the Library Construction Project
F. Introduction and First Reading of Ordinance 323, Authorizing Sale of City-Owned Real Property
G. Resignation of Police Officer Steve Sutton-Brown
H. Promotion of Part-Time to Full-Time Officer
I. Authorize hiring of a Part-Time Police Officer
J. CEDA Zoning Code Update Agreement
~~K. New Library Project Change Request~~
 Pulled by Council Member Hammes
L. Resolution 1990, Canvass Returns and Declare Election Results from City General Election

Council Member Johnson moved, seconded by Council Member Duncan to approve the Consent Agenda as amended. All members present voted aye. The motion was declared passed.

Stoughton Street
Home Sewer Issue The Council was informed there were two properties located near the swimming pool that have not been connected to City utilities. It was noted one of the homes had a functioning septic system and the other was found to have a non-compliant system that was ordered sealed by Goodhue County. Mr. Reeves indicated the cost to connect to City sewer would be approximately \$20,000 to \$44,000 due to the location of the nearest sewer line, elevation and rocky soil conditions. The home was purchased for approximately \$20,000, so economically it is not feasible to force that action. He also stated a new septic system would cost roughly \$25,000 however there were concerns that a septic system could not be installed on the property due to setback requirements. An alternate option would be to install a holding tank

which would be an enclosed buried septic tank with no outlet. An above-ground light would indicate when the tank needed to be pumped. The Public Works Commission recommended the holding tank as a last best option. If approved by the Council, the property owner would need to request a permit from Goodhue County, as the licensing agent for septic systems.

Mr. Reeves added that the water utility was already stubbed. The Public Works Commission recommended, in recognition of allowing placement of the septic holding tank, that the property owner be required to hook up to City water, which was easily accessible and should not be an issue.

With no further discussion, Council Member Johnson moved, seconded by Council Member Duncan, to allow the septic holding tank with the understanding that the property owner would be required to hook up to the City water system. All members present voted aye. The motion was declared passed.

Construction Change
Request to Provide
Insulation Around
Library Director's
Office

The Council received a recommendation from the Library project construction manager that sound insulation be installed in several walls around the mechanical room area for an additional cost of \$819.50. Council Member Hammes asked whether this was a dire necessity for the library. Library Director Justin Padgett stated this was an oversight, pointed out by the construction supervisor. The purpose of this would be to provide a sound buffer between areas. Mr. Padgett added that no further change orders are anticipated.

With no further discussion, Council Member Johnson moved, seconded by Council Member Duncan, to approve the construction change request. All members present voted aye. The motion was declared passed.

Staff Reports

Police Chief Jeff McCormick reported on the resignation of Police Officer Steve Sutton-Brown and thanked the Council for approving the internal promotion of Officer Mike Ayers, stating that he will be a great addition to the department.

City Engineer Greg Anderson updated the mayor and council on the FEMA work to repair damage from flooding earlier in the summer. He reported that work was nearly completed, other than the walking bridge on the east side of Hwy. 20, which should be back in place by next spring.

City Administrator Aaron Reeves congratulated the newly elected and

re-elected mayor and council members. He reported that the election process overall ran very smoothly. Mr. Reeves thanked the election judges and city staff for their efforts.

Mr. Reeves reported that the new ladder truck had arrived and was very impressive. He stated that the cost came in under budget.

Mr. Reeves reported that, as the election results were received in time to be certified, no special meeting would be required.

Assistant City Administrator Lanell Endres also expressed appreciation to the election judges and the citizens of Cannon Falls during the election. There was a good turnout, with Ward 1 having 1003 ballots cast and Ward 2 with 1000 ballots cast-not including absentee ballots.

Mayor and Council
Reports

Council Member Johnson expressed appreciation to Officer Steve Sutton-Brown for his service.

Council Member Duncan congratulated Council Members Mattson and Johnson and Mayor Robinson on re-election. He reported on the Public Works Commission meeting earlier in the day.

Council Member McCusker echoed the earlier comments on the smooth election process and the service provided by Officer Sutton-Brown. He expressed appreciation to the re-elected mayor and council members on their re-commitment to the City.

Council Member Hammes also commented on the new opportunity for Officer Sutton-Brown and the promotion of Officer Ayers to full-time status. He also congratulated the city staff for doing a fine job during the election.

Council Member Mattson also commented on the election process and wished Officer Sutton-Brown well. He reported that he had seen the new ladder truck, which was a great addition.

Mayor Robinson also wished Officer Sutton-Brown good luck in his future endeavors and welcomed Officer Ayers to full-time. He thanked city staff for the jobs that they do for the City. He wished all veterans a Happy Veterans Day.

Adjournment

The meeting was duly adjourned at 7:47 p.m.